

Information UPDATE



Wisconsin Department of Public Instruction/John T. Benson, State Superintendent/125 S. Webster St./P.O. Box 7841/ Madison, WI 53707-7841

BULLETIN NO. 99.08

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TO: District Administrators, CESA Administrators, CCDEB Administrators, Directors of Special Education and Pupil Services, School Age Parent Coordinators, and Other Interested Parties

FROM: Juanita S. Pawlisch, Ph.D., Assistant Superintendent
Division for Learning Support: Equity and Advocacy

SUBJECT: Instruction and Services for School Age Parents

Over the years, the Department of Public Instruction has received many questions about the necessary and recommended instruction and services for school age parents. This bulletin addresses the most frequently asked questions. Attached to this bulletin are descriptions of available community-based services for school age parents, the applicable state statutes and administrative rules, and a brief supplement on the reporting requirements related to categorical aide reimbursement. The following is a list of the questions and attachments included in this bulletin:

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1. *What are school districts required to do for school age parents?*

WI Stat. 115.915 requires public schools to make program modifications and services available to any resident school age parent that will enable the student to continue her or his education. Additionally, any school district that is receiving state categorical aid to support its classroom and/or homebound instruction to school age parents must meet all requirements within Chapter PI 19, Education for School Age Parents.

Program modifications which have been provided by school districts include but are not limited to 1) a modified or shortened class schedule, 2) preferential enrollment in classes addressing the school age parent's identified needs, e.g., family and consumer education class on parenting, 3) an extended school year, 4) an additional school year, i.e., fifth year senior, and/or 5) granting academic credit for correspondence or community-based classes, e.g., physical education credit for a birth preparation class. These modifications may be made to accommodate a school age parent's pregnancy, child care requirements, or part-time employment necessary to support her or his child.

Parents, students, and other interested parties, e.g., the student's physician, may request (but may not dictate) school districts provide specific program or curricular modifications. Ultimately, the school district has the responsibility to determine what program modifications and services are necessary. Question #3 discusses placement alternatives.

Reference: WI Stat. 115.915; PI 19.04(3)(4)

2. *Who qualifies as a school age parent?*

WI Stat. 115.91 defines a school age parent as any person under the age of 21 who is not a high school graduate and is a parent, an expectant parent or a person who has been pregnant within the immediately preceding 120 (calendar) days. This definition includes both females and males. WI Stat. 118.13 states, "No person may be denied admission to any public school or be denied participation in, be denied the benefits of or be discriminated against in any curricular, extracurricular, pupil services, recreational or other program or activity because of the person's ... pregnancy, marital or parental status..." PI 19.03(2) requires school boards with school age parent programs to ensure the program and written plan are in compliance with this statute.

Parents under the age of 21 who are not enrolled in and have not completed high school must be re-enrolled upon request and are entitled to the same instruction and services provided to any other school age parent.

Reference: WI Stats. 115.91, 118.13; PI 19.03(2)

3. *What kind of placements should be available for school age parents?*

PI 19.04(3) lists the following placement options: 1) continuation in the regular school environment with supportive services provided by pupil services staff, 2) attendance in an educational program designed specifically to meet the needs of the school age parent, 3) homebound instruction, 4) hospital instruction, and 5) other programs and services which may be available to students identified as at risk under WI Stat. 118.153. Placement approval is voluntary and must have the written consent of the student and the student's parent, if the student is under the age of 18 years.

Reference: WI Stats. 118.153; PI 19.04(3)(5)

4. *What kind of instruction and services should be provided for school age parents?*

Services and instruction for school age parents should be provided based upon their respective written educational and service program plans (see Question #6). PI 19.03(6) lists the following required instruction and services for school age parents: 1) instruction in basic skills for academic subjects; 2) provision of social services to facilitate accessibility to needed resources; 3) information on counseling services available in the school district and the community; 4) provision of vocational guidance, career development, and school to work activities; 5) information on related maternal and child health support systems and resources; and 6) instruction in prenatal and neonatal care, child development, infant and child care, nutrition, and family planning including natural family planning.

In addition, 1997 Act 104 amended WI Stat. 115.92 to require school districts with programs serving school age parents to provide instruction (not just information, as in the past) on adoption and adoption services to school age parents. This instruction must cover the options available and the procedures followed in independent and agency adoptions, including current practices regarding a birth parent's involvement in the selection of an adoptive home and the sharing of information between birth parents and adoptive parents, the impact of adoption on birth parents and children who have been adopted, and an explanation that the adoption process may be initiated even after a child has been born and has left the hospital. Information to assist in adoption instruction can be obtained from the Wisconsin Adoption Information Center in Milwaukee at (800) 571-1105, (414) 475-0596, wiaic@execpc.com (email), or www.wiadoptioninfocenter.org.

Reference: WI Stats. 115.92(1); PI 19.03(6)

5. *Must all of the instruction and services listed in Question #4 be provided through special school-based programs?*

No. Any school district receiving categorical aid for classroom and/or homebound instruction must ensure that all school age parents enrolled in the program receive the services and instruction listed in the response to Question #4 through any of the following means: 1) specialized instruction and services designed

specifically for school age parents, 2) existing classes and services available to students other than just school age parents, and 3) referral to community-based classes and services.

All services and instruction necessary to fulfill the requirements of PI 19.03(6) should be documented in the student's written educational and service program plan, including what individuals/organizations will provide these services and instruction. School districts that claim categorical aid for homebound instruction to school age mothers (but not for classroom instruction to school age parents) typically make extensive use of the second two areas in order to comply with PI 19.03(6).

Reference: PI 19.03(6)

6. *What kinds of programs or services are available in the greater community for school age parents?*

A variety of services are available within communities to support pregnant and parenting teens. Schools are encouraged to contact the local organizations listed below to create their own list of available services, contact names and numbers, etc. Some communities have a wider range of offerings than others, often through private, nonprofit organizations or hospitals and clinics. Your local yellow pages are a good resource to begin investigating available services for pregnant and parenting teens. In addition, some communities have a "First Call for Help" telephone referral service that may be able to share their existing list of service providers for pregnant and parenting teens.

The county public health department, private clinics, physician's offices, and hospitals can be contacted about services that may be available through a public health nurse, prenatal care, immunizations for infants and children, birth preparation classes, and local adoption agencies.

Additional information is provided about Prenatal Care Coordination; the Women, Infants and Children (WIC) Nutrition Program; and Wisconsin Works (W-2) in the attachments. Question #19 discusses eligibility for child care and available grants for school districts for school-based child care centers.

7. *What process should school districts follow to determine what services and instruction school age parents will receive?*

PI 19.04 outlines the process a school district should follow to determine what services and instruction school age parents will receive. At least one school staff member should be designated as the coordinator for school age parents and to receive referrals. Professional employees of the school district are required to refer any student if they have reasonable cause to believe the student is a school age parent. Permission must be obtained from the student or a minor student's parent.

A meeting including the following people must be convened to determine the student's educational and service program plan: the school age parent program coordinator, the student, the student's parent(s) if the student is under age 18, the student's teachers, and pupil services staff. These individuals are expected to have the expertise to discuss the student's current educational program and what program modifications, if any, are needed to accomplish the services and instruction outlined in Question #4 and to accommodate the pupil's pregnancy, child care, and/or part-time employment necessary to support the child. The educational and service program plan must have the written consent of the student and the student's parents if the student is under age 18 years or is not otherwise emancipated, e.g., married. Plans should be developed for both school age mothers and fathers.

Reference: PI 19.04

8. *Some school age parents are adults and/or married. Under these circumstances, who is responsible for giving approval for the student's educational and service program plan?*

If the student is 18 years or older, only her/his written approval is needed for the educational and service program plan, regardless of marital status. For married school age parents under the age of 18 years, the approval of the student and the spouse (not the student's parent) is required, regardless of the age of the spouse.

Reference: PI 19.04(5)

9. *What if the student and/or parents disagree with the proposed services and instruction for the school age parent?*

There are no specific processes outlined in statute or administrative rule for resolving disagreements between schools and school age parents and their parents regarding the student's educational and service program plan, either on a local or state level. All attempts should be made to reconcile differences by examining additional alternatives that may be acceptable to all parties. Ultimately, the school district has the final responsibility to determine what program modifications and services are necessary and appropriate.

10. *What costs related to school age parents can be claimed for state categorical aid?*

State categorical aid is available to offset the staff and transportation costs of specialized instruction to school age parents. Specialized instruction includes classes designed specifically for school age parents and homebound instruction (with a physician's recommendation) for school age mothers during the period of time when they may be unable to attend school-based classes. Aidable staff include teachers, instructional aides, and pupil services staff providing specialized instruction within their respective areas of expertise. Special transportation costs, i.e., mileage for homebound teachers or special costs involved in transporting a school age parent to a program in another school district, may also be claimed.

Tuition paid to another school district for attendance of a school age parent in a specialized program is not aidable for the district paying the tuition, i.e., the district providing the instruction to the school age parent is able to claim these associated costs and should pass on any resulting savings to the school age parent's home school district through reduced tuition. Materials, equipment, rental, child care, and staff time devoted to non-instructional activities, e.g., counseling, referral, are not eligible for reimbursement.

Reference: WI Stat. 115.93; PI 19.05

11. *How much of our school age parent instructional costs can a school district recover through state categorical aid?*

The level of reimbursement varies slightly from year to year, depending upon the total claims received. Actual reimbursement levels for 1997-98 were approximately 38%.

Reference: WI Stat. 115.93

12. *How does a school district apply for categorical aid?*

School districts formerly completed a separate and distinct plan and claim (PI 2314) and submitted them to the Department of Public Instruction (DPI); that report no longer exists. Necessary plan and claim information is now abbreviated and completed through other existing agency reports which cover a wide range of fiscal and personnel data, i.e., Special Education Fiscal Report (PI 1505-SE) and Fall Staff Report (PI 1202). This information is then sorted by school district from the department's database to create a written report for review. School districts are contacted about any missing information or identified discrepancies, e.g., teacher not certified, prior to disapproval of any claims, in order to allow them the opportunity to correct any possible inaccuracies. Additional specific information regarding PI 1505-SE and PI 1202 related to school age parent instruction is attached.

Reference: WI Stat. 115.92(2)(b),(3); PI 19.05

13. *Are there any special certifications required for staff to be providing specialized instruction to school age parents?*

There is no specific certification through the Department of Public Instruction (DPI) for school age parent teachers. However, in order for a school district to claim categorical aid for specialized instruction to school age parents, professional staff, both teachers and pupil services staff alike, must have at least nine (9) credits in one or more of the following areas: infant and child care, nutrition, fetal development, early childhood, child or adolescent development, maternal health and child care, adolescent psychology, and family relationships. Instructional aides need not be certified nor have credits in the areas listed above. Only certified teachers may provide homebound instruction. Homebound teachers need not hold the additional credits noted above if they are providing instruction in basic subject areas only, e.g., social studies, English, math, science.

Reference: PI 19.03(4)

14. *How long can a school age mother receive homebound instruction?*

PI 19 allows for homebound instruction to be provided any time during the pregnancy and the 120 (calendar) days immediately following the pregnancy. There is no minimum number of days. The school district should obtain a physician's statement documenting the need for homebound instruction and the anticipated period of time it is necessary for the student to be homebound. School districts should avoid providing a standard period of time, e.g., six weeks, for homebound instruction for school age parents, as this may be inconsistent with the student's individual needs, i.e., the student may need more or less homebound instruction than the standard period of time.

Reference: PI 19.04(3)(c)

15. *Does a school district have to provide homebound instruction if it has a clear and substantial reason to believe the student is capable of attending school?*

No. School districts are not required to provide homebound instruction despite a physician's recommendation to do so if it has sufficient cause to believe the student can attend school. For instance, if a

pregnant student has a job and is working evenings, it is likely reasonable to assume the student has the physical capacity to attend school even if the school has received a written statement from a physician to the contrary. When the school has a clear and substantial reason to believe that physician-recommended homebound instruction is not justified, it is suggested the school contact the student, her family, and her physician to explain the school's position. An opportunity for the physician to provide additional documentation as to why homebound instruction is necessary can be requested. Written permission to contact the physician must be obtained from the student's parent (if the student is a minor) or the student (if 18 years or older).

16. *Can a school age mother receive part-time instruction through homebound and part-time through her regular in-school classes?*

Yes. The school age parent's written educational and service program plan should outline what program modifications, if any, are necessary. It is not unusual for a pregnant student or one who has recently delivered a baby to have the physical capacity to attend school part-time but not full-time for a period of time in the pregnancy or during the birth recovery, respectively. The student's plan can be written to respond fluidly to the student's changing physical condition, allowing her to transition from in-school instruction to homebound and back to in-school instruction, as needed. Some classes are harder than others to continue and replicate through homebound instruction. This should be considered when the educational and service program plan is developed.

Reference: PI 19.04(b)

17. *What if a student is having difficulty finding child care after the birth. May homebound instruction continue to be provided, even though the mother is physically able to return to school?*

No, not if the school district wants to claim categorical aid for the costs of the homebound instruction. Aidable homebound instruction for school age mothers is limited to up to 120 (calendar) days following the birth. Homebound instruction is provided only when the school age mother has a documented medical need which does not allow her to attend school for part or all of the school day. See response to Question #18 for additional information. It is recommended the school age mother, her family and the school take proactive steps to arrange for child care well before it is time for the student to return to school, i.e., *before* the student begins homebound instruction, to help ensure a smooth transition back into school-based instruction.

Reference: PI 19.04(3)(c)

18. *May a school age parent be excused from school if she or he cannot arrange for child care?*

WI Stat. 118.15(1)(a) requires school attendance of any school-age individuals up until age 18 years, inclusive of school age parents. WI Stat. 118.15(1)(d) allows parents to request program or curricular modifications for their children, but does not require the school district to grant the request. However, as cited in the response to Question #1, school districts must make program modifications available to any school age parent that will allow the student to continue her or his education. School districts, school age parents and their families may avoid child care difficulties by proactively making child care arrangements well in advance of a school age mother's scheduled return to school following the birth of the child. The school's program modifications to accommodate the child care arrangements can be documented within the school age parent's written educational and service program plan.

Reference: WI Stats. 115.915, 118.15(1)(a), (d)

19. *Are there any resources available to school districts to support child care for school age parents?*

School districts are not responsible for providing or paying for child care in order to assist a school age parent in continuing her/his education. School age parents under the age of 18 years who are members of families with incomes at or below 185% of the federal poverty level may qualify for funds to offset most of the costs of child care. Applications for child care assistance can be made through the local Job Center, i.e., local W-2 agency. School districts who choose to operate their own child care center should contact the county department of social/human services for information about certification. Competitive grants to establish or enhance school-based child care are available each fall through the Department of Workforce Development (DWD). Funds may be used for staff training, minor remodeling, equipment, personnel, rent, or supplies. Questions regarding these grants can be directed to Laura Satterfield at (608) 266-3443.

20. *Is a school district expected to keep any particular reports or records on file regarding its school age parent program?*

Yes. In addition to maintaining the same records a school district would keep for any students, staff or fiscal claims to DPI, PI 19.03(2) requires school districts with school age parent programs to maintain a written plan which includes a description of the program's goals and objectives, staffing, implementation procedures, and local means of evaluating the program. PI 19.03(9) requires school districts to annually evaluate their school age parent program for the purposes of determining the effectiveness of the program and the need for modifications to the program. The evaluation must examine the extent to which 1) the stated goals and objectives of the program were met; 2) students in the program demonstrated satisfactory progress in basic skills acquisition and progress toward high school graduation; and 3) students in the program demonstrated a basic knowledge of maternal health practices, the acquisition of child care techniques, and family planning. School age parents' educational and service program plans should be treated as behavioral records as defined in WI Stat. 118.125.

Reference: WI Stats. 115.92(2),(3), 118.125; PI 19.03(2),(9)

21. *How can I get more information if I have additional questions about services and instruction for school age parents?*

Questions related to programming can be directed to Nic Dibble, Consultant, School Social Work Services, Department of Public Instruction, at (608) 266-0963 or nic.dibble@dpi.state.wi.us. Questions related to categorical aid reimbursement should be directed to Jo Carlisle, Program Assistant, Department of Public Instruction, at (608) 267-9238 or s.johanna.carlisle@dpi.state.wi.us.

This information update can also be accessed through the Internet: <http://www.dpi.state.wi.us/dpi/dlsea/een/bulindex.html>

Prenatal Care Coordination

How did Prenatal Care Coordination begin?

Prenatal Care Coordination (PNCC) began as a pilot project by the State of Wisconsin in 1991. Finding the infant mortality rates were unacceptable, the state decided to provide a program wherein the non-medical needs of low-income women were addressed. The program, funded by Medical Assistance, was piloted in eleven different areas in Wisconsin over a two-year period. The pilot program demonstrated that healthier pregnancies resulted when the barriers to good health care were removed. Thus, in 1993, the State of Wisconsin began certifying PNCC sites.

What is Prenatal Care Coordination?

Prenatal Care Coordination is a case management program to:

- Identify the non-medical needs of pregnant women;
- Remove barriers to medical care;
- Improve birth outcomes;
- Provide support services; and
- Facilitate necessary services and resources for optimal pregnancy outcomes.

Through an extensive personal interview with the pregnant woman, a risk assessment of health, social and lifestyle issues (including smoking, drug use, physical and sexual abuse) is completed. The case manager then develops a care plan with the pregnant woman designed to identify and eliminate barriers to prenatal care. The PNCC staff person also coordinates referrals and information about other community resources. Some communities have PNCC sites that specialize in providing services to pregnant teens, while others serve women of childbearing age, in general.

What are the eligibility guidelines for Prenatal Care Coordination?

Prenatal Care Coordination is a Medical Assistance benefit, but some PNCC sites also serve women who are not financially eligible.

How can a pregnant teen access Prenatal Care Coordination?

School staff, parents, physicians, community organizations, or teens themselves can refer for Prenatal Care Coordination. For information about the PNCC site closest to your community, you should contact your county/local public health department.

Services for Teen Parents under Wisconsin Works (W-2)

General W-2 Policy Information

Any minor teen parent (under the age of 18 years, male or female) is eligible to meet with a W-2 Financial and Employment Planner (FEP) regardless of current living arrangements or household income.

The FEP can provide a minor teen parent with information regarding:

- Available child care services;
- High school and school-to-work resources;
- Employment and financial planning services;
- Family planning services;
- Child Support services;
- Eligibility for Food Stamps and other food and nutrition programs;
- Eligibility for Medicaid and BadgerCare; and
- Other resources in the local community.

Eligibility for Cash Assistance and W-2 Employment

While minor teen parents may receive some or all of the above services, they are not independently eligible for W-2 cash assistance or an employment position.

An 18- or 19-year old teen parent may be eligible to participate in a W-2 employment position and receive cash assistance. These teen parents can use the hours they attend a high school, GED, or HSED program to meet some or all of their participation requirements under W-2.

Parents aged 20 and older must participate in regular W-2 work activities to receive cash assistance.

More information about the W-2 program is available on the following Internet web site: <http://www.dwd.state.wi.us/desw2/w2home.htm>.

Other Government Programs

Other types of assistance that a teen parent may apply for at the W-2 agency include:

- Medicaid and BadgerCare to pay for health care expenses;
- Child Care assistance to work or attend school;
- a W-2 Job Access Loan to meet expenses related to obtaining or maintaining employment; and
- Food Stamps to buy food.

Each of these programs has their own eligibility requirements, and some will base eligibility on the household or family income.

Kinship Care Program

When living with an adult parent is not an appropriate arrangement for a minor teen parent and her/his child, another adult relative, e.g., grandparent, adult sibling, aunt, etc., may qualify for a Kinship Care grant in order to care for the children. This program provides cash payments to the caretaker relative if it is determined there is a need for the children to be placed with the relative. This determination is based on state child welfare laws.

With the exception of Milwaukee County, local county or tribal departments of social/human services administer Kinship Care. In Milwaukee County, the Wisconsin Department of Health and Family Services, Bureau of Milwaukee County Child Welfare administers Kinship Care.

Employment Information

Job Centers

Wisconsin Job Centers are designed to provide job seekers with job search services and training opportunities. Not all job seekers require the same kind of services. That is why the Job Center provides services ranging from self-service to individualized services.

People who want to look for a job immediately can go directly to the JobNet or review Career Information & Resources for information on different types of jobs, resume writing, training opportunities and financial aid. Job seekers can also learn what areas of employment best suit their work history and interests.

Other job seekers may need a little more assistance. For example, Job Seeker workshops and group sessions can help with writing resumes, interviewing, employment skills, personal motivation, and family skills.

In many areas of the state, the W-2 agencies are co-located with other job services in a Job Center.

Each Job Center in Wisconsin provides many valuable services to Job Seekers. Some of these services are the same in every Job Center and some services are specific to the local community. To find out what the Job Center in your area can provide, go to the following web site: <http://www.dwd.state.wi.us/cgi-umos/office.exe>.

JobNet

JobNet is a statewide electronic link of employers and job seekers that can be accessed through a computer. It gives job applicants new resources for a job search, whether it is for a job in their home community or another part of the state.

Easy-to-use touch-screen JobNet workstations are available at Wisconsin Job Centers in hometowns throughout the state. All you have to do is touch the buttons on the screen to find job listings in many fields ranging from service to managerial. JobNet is also available on the Internet 24 hours a day, 7 days a week.

The web site to access JobNet is: <http://www.dwd.state.wi.us/jobnet>.

Career Centers

The Department of Workforce Development (DWD) operates eleven regional Career Centers that target youth and provide information online about career development strategies and services. Local employers, educators, and Career Center staff pool their resources and seek to guide students and others into satisfying careers. Every Career Center uses top-notch electronic media tools, such as computers, laser discs, videos, networks and the Internet. The web site is: <http://www.dwd.state.wi.us/careers>.

Women, Infants and Children (WIC) Nutrition Program

What is WIC?

The Women, Infants and Children (WIC) Program provides food and nutrition information to help keep pregnant and breastfeeding women, infants and children under five years of age healthy and strong.

What services are available through WIC?

Services available through WIC include:

- Information on how to use WIC foods to improve health;
- Checks to buy foods that help keep the teen parent and child healthy;
- Help getting immunizations for the child;
- Discussions on food shopping, recipes, taking care of babies and how to breastfeed;
- Information on healthy eating during pregnancy and breastfeeding and tips on feeding a child; and
- Referrals to doctors, dentists, and programs like Food Stamps, Medicaid, Healthy Start and Head Start.

What are the income eligibility guidelines for WIC?

The WIC Program uses the same income criteria as reduced price school lunches.

How does someone apply for WIC?

Check your local telephone directory for the WIC program nearest you, or contact your county public health department. In addition, you can call (800) 722-2295 for assistance in locating a WIC program.

An appointment will be arranged for the teen parent to meet with a WIC nutritionist. The nutritionist will review the health history of the teen parent and the child (if already born) and will ask what the teen parent and child presently eat.

FALL STAFF REPORT

PI 1202

The Fall Staff Report (PI 1202) is due annually each October 15th with information for the current school year. The report uses a two-digit position code followed by a three-digit assignment code. Any staff assigned to school age parent instruction, either part- or full-time at the time the Fall Staff Report is generated, should be reflected in the report.

Applicable codes for school staff that can be used for instruction to school age parents are:

53-932	teacher – school age parent program
97-932	program aide – school age parent program
09-932	subject coordinator – school age parent program
18-932	department head – school age parent program
10-027	director of instruction/program supervisor – school age parent program
64-027	program coordinator – school age parent program

SPECIAL EDUCATION FISCAL REPORT

PI 1505-SE

The Special Education Fiscal Report is filed twice annually; the budget report is due November 15th for the current year and the claim report is due September 15th for the previous year.

Utilize Function 174 100 for school age parent-classroom and Function 174 200 for school age parent-homebound.

Any anticipated aidable costs on the budget report will prompt a question asking how many school age parents the school district anticipates serving that year. Likewise, any claimed aidable costs on the claim report will prompt a question asking how many school age parents the school district served the previous year.

DEPARTMENT OF PUBLIC INSTRUCTION
Unofficial Text (See Printed Volume)

Chapter PI 19

EDUCATION FOR SCHOOL AGE PARENTS

PI 19.01 Applicability and purpose.

PI 19.02 Definitions.

PI 19.03 Establishment of school age parent programs.

PI 19.04 Participation in school age parent programs.

PI 19.05 Reimbursement

PI 19.01 Applicability and purpose. This chapter establishes program approval criteria for school age parent programs.

History: Cr. Register, September, 1986, No. 369, eff. 10–1–86.

PI 19.02 Definitions. In this chapter:

(1) “Board” means the school board in charge of the schools of a school district.

(2) “CESA” means a cooperative educational service agency under ch. 116, Stats.

(3) “Department” means the Wisconsin department of public instruction.

(4) “Parent” means mother, father, or legal guardian.

(5) “Program coordinator” means the person or persons designated by the board under s. PI 19.03 (1).

(6) “Pupil services personnel” means school psychologists, school social workers, and school counselors licensed under ch.

PI 3 and registered nurses licensed through the department of regulation and licensing employed by the school district or CESA.

(7) “School age parent” means any person under the age of 21 who is not a high school graduate and is a parent, an expectant parent or a person who has been pregnant within the immediately preceding 120 days. School age parent does not include any person whose parental rights have been terminated.

(8) “State superintendent” means the state superintendent of public instruction.

History: Cr. Register, September, 1986, No. 369, eff. 10–1–86; **am.**

(6), **Register, September, 1996, No. 489, eff. 10–1–96.**

PI 19.03 Establishment of school age parent programs.

Under s. 115.92, Stats., a board may establish a program for school age parents who are residents of the school district. A program may be operated by the board or under agreement with a CESA, or under s. 66.30, Stats. The program shall meet the following requirements:

(1) The board shall designate a person or persons to coordinate the school age parent program.

(2) Each board establishing a program for school age parents shall have on file a written plan which includes a description of goals and objectives, staffing, implementation procedures, and local means of evaluating the program. The board shall ensure that the plan and program are in compliance with s. 118.13 (1), Stats., especially those provisions which prohibit discrimination on the basis of pregnancy or marital or parental status.

(3) Annually the board, CESA, or fiscal agent for an agreement under s. 66.30, Stats., shall submit a program plan to the department for approval. The plan shall indicate the number of pupils expected to be served, personnel who will be serving the program and anticipated costs of the program. Annually following completion of the approved program, the board, CESA, or fiscal agent for an agreement under s. 66.30, Stats., shall submit a report to the department indicating actual costs, the number of school age parents instructed or otherwise provided service, their resident school district, and the period of time each was instructed or otherwise provided service.

(4) All teachers and pupil services personnel in the school age parent program shall hold a Wisconsin license within their respective field of practice. All teachers and pupil services personnel providing instruction in the areas specified under sub. (6) (f), shall have earned at least 9 semester credits selected from the following:

(a) Infant and child care.

(b) Nutrition.

(c) Fetal development.

(d) Early childhood.

(e) Child or adolescent development.

(f) Maternal health and child care.

(g) Adolescent psychology.

(h) Family relationships.

(5) The pupil to teacher ratio in classes designed specifically for school age parents may not exceed 15 pupils to one teacher without prior department approval. Teacher aides may assist teachers in classrooms, in which case there may be 20 pupils for one teacher and one full-time teacher aide.

(6) The services provided include:

(a) Instruction in basic skills for academic subjects.

(b) Provision of social services to facilitate accessibility to needed resources including information on adoption resources.

(c) Information on counseling services available in the school district and in the community.

(d) Provision of vocational guidance, career development, and education for employment activities.

(e) Information on related maternal and child health support systems and resources.

(f) Instruction in the following areas:

1. Prenatal and neonatal care.

2. Child development.

3. Infant and child care.

4. Nutrition.

5. Family planning including natural family planning.

(7) The program shall be designed to allow pupils enrolled to meet the high school graduation requirements under s. 118.33, Stats., and ch. PI 18.

(8) The program may utilize infant day care services and parenting skills programs under s. 46.99, Stats.

(9) At least annually, the board shall evaluate the program for purposes of determining the effectiveness of the program and the need for modifications to the program. The evaluation shall examine the extent to which the following were accomplished:

(a) The stated goals and objectives of the program were met.

(b) Pupils in the program demonstrated satisfactory progress in basic skills acquisition and progress toward high school graduation under s. 118.33, Stats.

(c) Pupils in the program demonstrated a basic knowledge of maternal health practices, the acquisition of child care techniques, and family planning.

History: Cr. Register, September, 1986, No. 369, eff. 10–1–86; **am.** (3), (4) (intro.), (6) (intro.) and (9) (intro.), **Register, September, 1996, No. 489, eff. 10–1–96.**

PI 19.04 Participation in school age parent programs.

(1) (a) A pupil or a pupil’s parent may request participation in the program through the program coordinator.

(b) A teacher, school nurse, school psychologist, school social worker, school counselor, administrator, or any other professional required to

be licensed under s. 115.28 (7), Stats., who is employed by the school district and has reasonable cause to believe that a pupil is a school age parent shall, with permission of the pupil or a minor pupil's parent, refer the pupil to the program coordinator.

(c) A physician, nurse, psychologist, social worker, counselor, teacher, administrator or professional employe of a public or private health or social service agency who has reason to believe that a pupil is a school age parent may, with permission of the pupil or a minor pupil's parent, refer the pupil to the program coordinator.

(2) Prior to offering enrollment in the school age parent program, the program coordinator may:

(a) For female pupils, require medical verification of pregnancy or a birth certificate or other evidence which legally establishes parenthood.

(b) For male pupils, require evidence of paternity by one of the following methods:

1. Marriage.

2. Adoption.

3. Presumption of paternity under s. 891.41, Stats.

4. Determination of paternity under s. 767.45, Stats.

(3) Upon determination that a pupil is eligible to enroll in a school age parent program, the program coordinator shall inform the pupil that participation in the program is voluntary. Placement options may include any of the following:

(a) Continuation in the regular school program with supportive services provided by pupil services personnel;

(b) Attendance in an educational program designed specifically to meet the needs of the school age parent;

(c) Home study programs for school age mothers as provided under s. 118.15 (1) (d) 5., Stats., during pregnancy and in the 120 days immediately following pregnancy; and

(d) Hospital instruction for school age mothers during periods when the pupil is hospitalized both prior to and following delivery.

(e) Other programs and services which may be available to pupils identified as children at risk under s. 118.153, Stats.

(4) The program coordinator shall conduct a meeting to include the school age mother or the school age father or both; the parents of

pupils who are under age 18; teachers; and pupil services personnel prior to a pupil's entry into the program to discuss the following:

(a) Each pupil's current educational program;

(b) Program modifications, if any, needed to accommodate the pupil's pregnancy or child care requirements or to accommodate the pupil's part-time job necessary to provide support for the child; and

(c) Special programming available.

(d) Placement options under sub. (3).

(5) The program coordinator shall outline each pupil's educational and service program plan in writing. This plan shall have the written consent of the school age parent and his or her parents. If the pupil has reached the age of majority or is otherwise emancipated, parental consent is not required.

(6) When a pupil ceases his or her participation in the school age parent program prior to graduation from high school, the program coordinator shall develop a plan for the transition to the regular school program, if needed.

History: Cr. Register, September, 1986, No. 369, eff. 10-1-86; **am. (2) (intro.), (3) (intro.) and (6), cr. (4) (d), Register, September, 1996, No. 489, eff. 10-1-96.**

PI 19.05 Reimbursement. (1) Contingent upon receipt of the written report and statement of receipts and disbursements under s. 115.92 (2), Stats., the state superintendent shall authorize reimbursement to the board, CESA, or fiscal agent for an agreement under s. 66.30, Stats., for the following approved costs for school age parent programs which have been approved under s. PI 19.03 (3):

(a) Salaries for instruction by teachers, instructional aides and pupil services personnel. Salaries for aides for home study programs are not reimbursable;

(b) Special transportation;

(c) Other expenses approved by the state superintendent.

(2) Aids paid to school districts for day care programs under s. 46.99, Stats., shall be paid as provided under s. 115.93 (1m), Stats.

History: Cr. Register, September, 1986, No. 369, eff. 10-1-86; **am. (1) (a), Register, September, 1996, No. 489, eff. 10-1-96.**

Chapter 115, Subchapter VI

EDUCATION FOR SCHOOL AGE PARENTS

115.91 Definition. In this subchapter “school age parent” means any person under the age of 21 who is not a high school graduate and is a parent, an expectant parent or a person who has been pregnant within the immediately preceding 120 days.

Section note: 1983 Act 374; 1985 Acts 29, 59; 1991 Act 269

115.915 Availability of program services and modifications. Each school board shall make available to any school age parent who is a resident of the school district program modifications and services that will enable the pupil to continue his or her education.

115.355 Assistance to schools for instruction on adoption. The department shall annually and upon request disseminate to appropriate public school staff information about materials and services available through the state adoption center under s. 48.551 which may serve as resources for instruction on adoption for pupils in grades kindergarten through 12.

Section note: 1985 Act 29 s. 1712; Act 56; 1997 Act 104

115.92 Establishment of programs; rules.

(1) Any school board may establish a program for school age parents who are residents of the school district. The program shall be designed to provide services and instruction to meet the needs of school age parents, including education on the skills required of a parent; family planning, including natural family planning; and instruction on adoption and adoption services. The instruction provided on adoption and adoption services shall include instruction on the options available and the procedures followed in independent and

agency adoptions, including current practices regarding a birth parent’s involvement in the selection of an adoptive home and the sharing of information between birth parents and adoptive parents, instruction on the impact of adoption on birth parents and children who have been adopted and an explanation that the adoption process may be initiated even after a child has been born and has left the hospital. The program shall be coordinated with existing vocational and job training programs in the school district.

(2)(a) Annually, and at such other times as the department requires, every school board that establishes a program under this subchapter shall submit a written report to the department. The report shall specify the number of school age parents instructed or provided service,

(b) Annually, on or before August 15, each school board maintaining a program under this subchapter shall submit to the department an itemized statement on oath of all revenues and expenditures related to the program during the preceding school year.

(3) The state superintendent shall by rule establish criteria for the approval of programs established under this subchapter for the purpose of determining those programs eligible for aid under s. 115.93.

Section note: 1983 Act 374; 1985 Act 56; 1987 Act 158; 1991 Act 39 S.9345(2) first applies changes to a modified accrual basis to aid paid in the 1991-92 school year; 1997 Act 104

115.93 State Aid. **(1)** Except as provided under sub.(2), if upon receipt of the reports under s.115.92(2) the department is satisfied that the school age parents program has been maintained during the preceding school year in accordance with the rules under s.

115.92(3), the department shall certify to the department of administration in favor of each school district maintaining the program a sum equal to 63% of the amount expended by the school district during the preceding school year for salaries of teachers and instruction aides, special transportation and other expenses approved by the department. The department of administration shall pay such amounts to the school district from the appropriation under s. 20.255(2)(b).

(2) If the appropriation under s. 20.255(2)(b) in any year is insufficient to pay the full amount of aid under sub. (1), state aid payment shall be prorated among the entitled school districts.

Section note: 1983 Act 374; 1985 Act 29 29 s 3202(43)(j), Act 56; 19987 Acts 27.338; 1989 Act 31; 1991 Act 269, 1995 Act 27

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118.13 Pupil discrimination prohibited.

(1) No person may be denied admission to any public school or be denied participation in, be denied the benefits of or be discriminated against in any curricular, extracurricular, pupil services, recreational or other program or activity because of the person's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

(2)(a) Each school board shall develop written policies and procedures to implement this section and submit them to the state superintendent as a part of its 1986 annual report under s. 120.18. The policies and procedures shall provide for receiving and investigating complaints by residents of the school district regarding possible

violations of this section, for making determinations as to whether this section has been violated and for ensuring compliance with this section.

(b) Any person who receives a negative determination under par. (a) may appeal the determination to the state superintendent.

(3)(a) The state superintendent shall:

1. Decide appeals made to him or her under sub. (2)(b). Decisions of the state superintendent under this subdivision are subject to judicial review under ch. 227.

2. Promulgate rules necessary to implement and administer this section.

3. Include in the department's biennial report under s. 15.04(1)(d) information on the status of school district compliance with this section and school district progress toward providing reasonable equality of educational opportunity for all pupils in this state.

(b) The state superintendent may:

1. Periodically review school district programs, activities and services to determine whether the school boards are complying with this section.

2. Assist school boards to comply with this section by providing information and technical assistance upon request.

(4) Any public school official, employee or teacher who intentionally engages in conduct which discriminates against a person or causes a person to be denied rights, benefits or privileges, in violation of sub. (1), may be required to forfeit not more than \$1,000.

History: 1985 a. 29; 1987 a. 332; 1991 a. 131.

118.153 Children at risk.

(1)(a) “Children at risk” means pupils in grades 5 to 12 who are one or more years behind their age group in the number of high school credits attained, or 2 or more years behind their age group in basic skill levels, and are also one or more of the following:

1. Dropouts. 2m. Habitual truants, as defined in s. 118.16(1)(a). 3. Parents. 4. Adjudicated delinquents.

(1)(b) “Dropout” means a child who ceased to attend school, does not attend a public or private school, technical college or home-based private educational program on a full-time basis, has not graduated from high school and does not have an acceptable excuse under s. 118.15(1)(b) to (d) or (3).

118.153(2)(a) Every school board shall identify the children at risk who are enrolled in the school district and annually by August 15 develop a plan describing how the school board will meet their needs.

118.53(b)(1) If in the previous school year a school district had 50 or more dropouts and a dropout rate exceeding 5% of its total high school enrollment, the school board shall apply to the state superintendent for aid under this section.

118.153(2)(b)2. If in the previous school year a school district had 40 or more dropouts, the school board may apply to the state superintendent for aid under this section.

118.153(3)(a) Beginning in the 1993-94 school year:

1. Every school board that applies for aid under sub.(2)(b) shall make available to the children at risk enrolled in the school district a program for children at risk.

2. Upon request of a pupil who is a child at risk or the pupil’s parent or guardian, a school board described under subd.1, shall enroll the pupil in the program for children at risk. If the school board makes available more than one program for children at risk, the school board shall enroll the pupil in the program selected by the pupil’s parent or guardian if the pupil meets the prerequisites for that program. If there is no space in that program for the pupil, the school board of the school district operating under ch.119 shall place the pupil’s name on a waiting list for that program and offer the pupil an alternative program for children at risk until space in the requested program becomes available.

118.153(3)(b) A program for children at risk shall be designed to allow the pupils enrolled to meet high school graduation requirements under s. 118.33. The school board of the school district operating under ch. 119 shall ensure that there are at least 40 pupils and no more than 200 pupils in each program and that a separate administrator or teacher is in charge of each program.

118.153(3)(c)1. Each school board shall identify appropriate private, nonprofit, nonsectarian agencies located in the school district or within 5 miles of the boundaries of the school district to meet the requirements under pars.(a) and (b) for the children at risk enrolled in the school district.

118.153(3)(c)2. The school board may contract with the agencies identified under subd.1, for not more than 30% of the children at risk enrolled in the school district if the school board determines that the agencies can adequately serve such children.

118.153(3)(c)3. The school board shall pay each contracting agency, for each full-time equivalent pupil served by the agency, an

amount equal to at least 80% of the average per pupil cost for the school district.

118.153(3m)(a) After reviewing the recommendations of the governor's council on workforce excellence under s.106.115(2)(em), the state superintendent may approve an innovative school-to-work program provided by a nonprofit organization for children at risk in a county having a population of 500,000 or more to assist those children at risk in acquiring employability skills and occupational-specific competencies before leaving high school. If the state superintendent approves a program under this paragraph, the state superintendent may award a grant, from the appropriation under s.20.255(3)(ef), to the nonprofit organization providing the program and the nonprofit organization shall use the funds received under the grant to provide the program.

118.153(3m)(b) The state superintendent shall establish requirements for the operation of the grant program under this subsection. Those requirements need not be promulgated as rules.

118.153(4)(a) Annually in August, a school board that applied for aid under this section in the previous school year shall submit a report to the state superintendent. The report shall include only information about the pupils enrolled in a program for children at risk in the previous school year that is necessary for the state superintendent to determine the number of pupils who achieved each of the objectives under par. (c).

118.153(4)(b) Upon receipt of a school board's annual report under par.(a) the state superintendent shall pay to the school district from the appropriation under s. 20.255(2)(bc), for each